

Department of Building & Zoning Services

Scott Messer, Director

757 Carolyn Avenue, Columbus, Ohio 43224-3218

CRITICAL OBSERVATION REPORT

Rules, regulations, and Guidelines for Ordinance No. 1296-85,
Columbus Building Code Sections
4109.073 Exterior Walls and Appurtenant Structures,
4109.075 Special Critical Observation Areas Created, and
4109.077 Downtown Special Critical Observation Area

The purpose of these rules, regulations and guidelines are to standardize requirements in the ordinance and offer guidelines for compliance.

CRITICAL OBSERVATION

1. Critical observations shall include a close-up, visual review of all building elevations. The person conducting this critical observation is not expected to make exposures or inspection holes. However, this is encouraged if a problem is discovered.
2. The critical observation shall include, but not be limited to, the examination of the following and other items peculiar to the subject building:
 - a. parapet wall and cap
 - b. perimeter of the roof, flashing, gutters, and down spouts
 - c. wall surfaces
 - d. window and door openings (lintels, sills, and sealant)
 - e. areas adjacent to down spouts and gutters
 - f. weep holes in walls
 - g. appurtenances (fire escapes, signs, flagpoles, cornices, canopies, awnings, marquees, chimneys, etc.)
3. The critical observation shall include, but not be limited to, the documentation of the following conditions when observed:
 - a. movement of parts
 - b. failure of construction to properly shed water
 - c. presence of openings, cracks, or gaps which allow entry of water
 - d. loose attachment of appurtenances

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- e. deterioration of materials:
 - 1. cracking or crazing
 - 2. spalling
 - 3. chipping
 - 4. erosion
 - 5. wear of protective coatings (paint, etc.)
 - 6. corrosion
- f. evidence of improper past repairs
- g. conditions and functioning of expansion joints
- h. conditions of appurtenance structures
- i. efflorescence

A written report shall be submitted on the enclosed form and containing all information outlined in "Rules, Regulations and Guidelines, Ordinance No. 1296-85, Exterior Walls and Appurtenant Structures". If on the report maintenance items or repairs are noted, a follow up letter from the person conducting the report must re-evaluate the building and provide to this department a letter that all items or repairs have been made. All reports must be submitted to:

**City Of Columbus
ATTN: Val Robinson
757 Carolyn Ave
Columbus, Ohio 43224**

If hazardous conditions are discovered which present an unreasonable and imminent threat to life or safety of any persons, emergency action must be taken to abate the hazard and within twenty-four (24) hours notify the Building Official.

If deterioration of features is determined to present unsafe conditions, an architect or engineer must be hired by the owner to take necessary action, under the direction of the architect or engineer.

If corrective work is required, a building permit shall be required. Permits will not be required for painting, caulking, tuck pointing or glass replacement. A sidewalk permit shall be required in order to close off the area while repairs are performed.

If the critical observation report, repairs, and a completion letter of maintenance repairs required from the report are not sent to the inspector by end of year due, a fee of five hundred dollars (\$500.00) will be assessed against the property for non compliance. An additional \$250.00 will be assessed each month until the required report, completion of repairs, and all fees assessed paid are filed in our office.

Additional questions may be referred to Val Robinson, Inspection Scheduling Supervisor at 614-645-0805 or verobinson@columbus.gov.

If you have any questions, please call: (614) 645-0805.

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Exterior Walls and Appurtenances of Buildings

(Please Check Box)

- ☐ Hazardous condition requires immediate action.
- ☐ Requires immediate attention, repairs to be completed in 30 days.
- ☐ Requires preventative maintenance, repairs to be completed by December 31 of the due year.
- ☐ No defects observed.

Date of Submission ____ / ____ / 20____ Date of Survey ____ / ____ / 20____

Building Name _____

Building Address _____

Number of Stories _____ Age of Building _____

Exterior Wall Construction

(Please Check Box)

- ☐ Brick ☐ Concrete ☐ Block ☐ Glass ☐ Concrete ☐ Other (specify)

Roof Construction

(Please Check Box)

- ☐ Wood Joist ☐ Steel Bar Joist ☐ Reinforced Concrete ☐ Precast Concrete
- ☐ Other (specify)

Building Owner _____ Telephone _____

Address _____

City / State/ Zip _____

Building Manager _____ Telephone Number _____

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CRITICAL OBSERVATION REPORT

Remarks by person conducting report (signature required below comments)

Name of Person Conducting Inspection (*if Architect or Engineer are not required*)

PLEASE PRINT _____

Signature _____ Date _____

Company's Name _____

Address _____

City / State / Zip _____ Phone _____

Name of Architect or Professional Engineer

PLEASE PRINT _____

Company's Name

PLEASE PRINT _____

Registration Number or Seal _____

Signature _____ Date _____